



CITY HALL • 2326 FRESNO STREET • FRESNO, CALIFORNIA 93721 488-1563

July 18, 1978

Jack Leister, Head Librarian  
Institute of Governmental Studies  
109 Moses Hall  
University of California  
Berkeley, CA 94720

Dear Mr. Leister:

This is in response to a request for materials prepared by the City of Fresno as a result of the Jarvis-Gann Initiative/Proposition 13.

I am enclosing with this note a copy of our Jarvis-Gann Budget and some of the more important memoranda that were sent to our City Council during the budget sessions held from June 24 through June 29, 1978.

As soon as a "final" budget is adopted and printed, a copy will be forwarded to you along with the original budget prepared before Proposition 13 was passed.

If you would like further information or documentation, please don't hesitate to call us.

Sincerely,

Janice Kempe  
Executive Secretary to the  
Chief Administrative Officer

JK:ar

cc: Eugene C. Lee  
Director

*Entered on Fresno  
Budget checking card  
as "1978-79, rev. (June 29, 1978)"*

78 04233

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June 16, 1978

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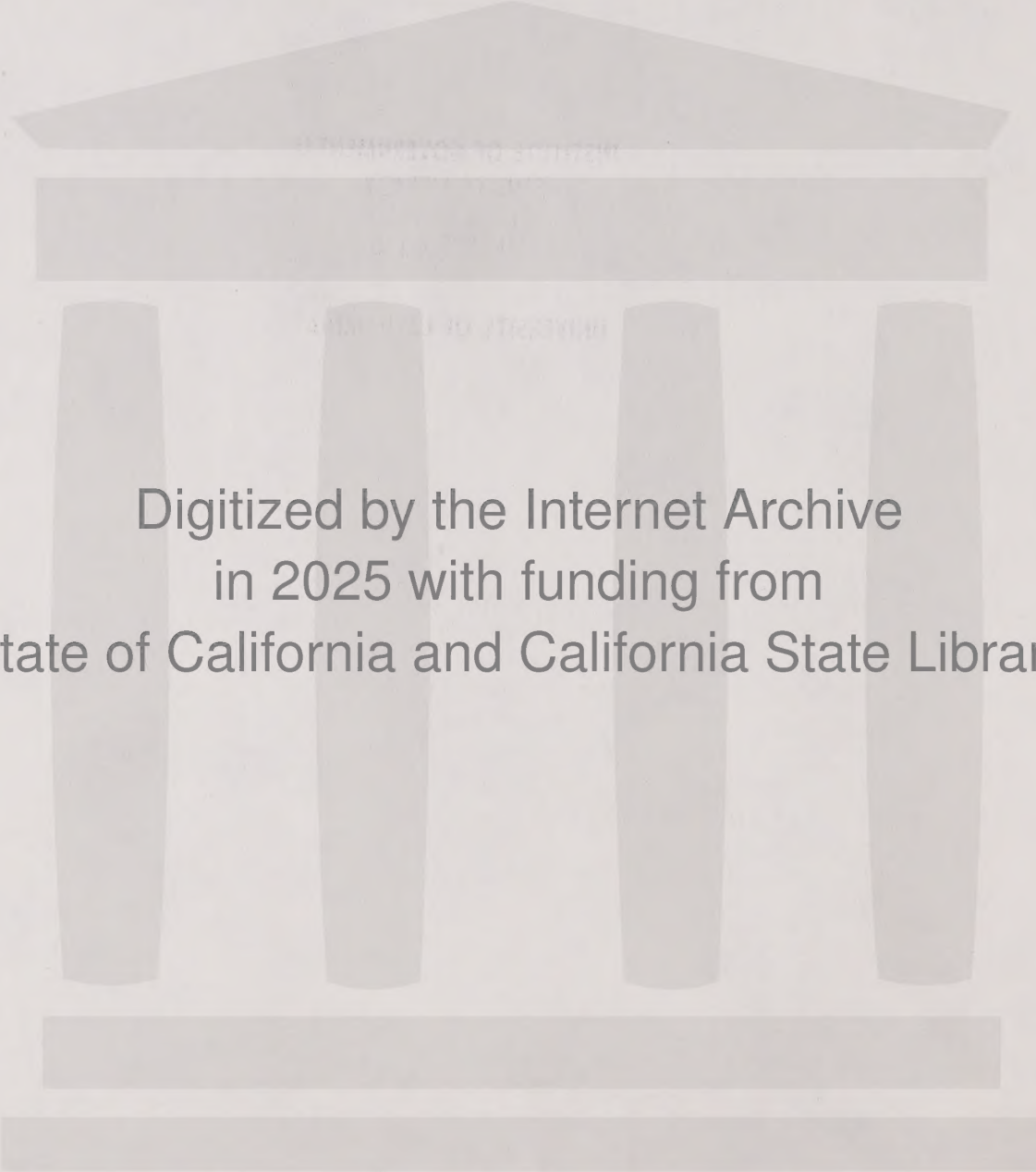
JUL 25 1978

UNIVERSITY OF CALIFORNIA

I am about to present to the City Council a budget for 1978-79 which has been difficult and painful to prepare. It contains substantial reductions in services provided to the residents of the community, and equally substantial reductions in the number of City employees who currently provide those services. While the intent of the voters in passing Proposition 13 has been the subject of a great deal of debate, it appears that the salaries and benefits enjoyed by public sector employees were a major target. In that context, I am asking that you give serious consideration to foregoing the 1978-79 fiscal year salary and employee benefit increases contained in your Memorandum of Understanding.

The City recognizes that your Memorandum of Understanding is a binding contract, legally enforceable in the courts, and that the Council has no choice but to fund the approximately \$2,000,000 in increased costs in the 1978-79 budget. If public confidence in local government can be restored in the short run, such an action on the part of employees of the City of Fresno will be a major step in that direction. You should be aware that I have recommended no general salary increases for management personnel in the City, and the Council has accepted that recommendation.

I recognize that this is a very difficult thing to ask of your organization, but I sincerely believe that it will be in your



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To President of Employee Organizations  
(June 16, 1978)  
Page 2

long-term best interest to voluntarily forego the increases in salaries and benefits which your Memorandum of Understanding provides. In this fashion, services to the public can be retained at the highest level possible under the circumstances, and layoffs of workers in your organization held to a minimum. I urge you to give this request thoughtful consideration and present it to your membership at the earliest possible time.

In any event, I would appreciate meeting with you on this subject on or before June 23, 1978, so that discussions can be completed by June 29, 1978, which is the date the Council has set aside for the final adoption of the 1978-79 budget.

Sincerely,

James E. Aldredge  
Acting Chief Administrative Officer

JEA:SSM:ks

(Same letter sent to all employee organizations.)





INSTITUTE OF GOVERNMENT

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CITY OF FRESNO

JUL 21 1978

MEMORANDUM

UNIVERSITY OF CALIFORNIA

June 16, 1978

TO: James Aldredge, Acting Chief Administrative Officer

THROUGH: Samuel S. McMurtry, Assistant Chief Administrative Officer

FROM: Maren Rinne, Director of Personnel

SUBJECT: Additional Information on the Impact of Unemployment Insurance

On June 16, Mr. Sam Lane, R. E. Harrington Representative, held a brief meeting with selected members of the Personnel Department and Finance Department for the purpose of conveying information regarding the handling of potential layoffs as they may affect Unemployment Insurance benefits. Following are several specific items that may be of interest to you in terms of policy decisions:

- 1) Mr. Lane indicated that most of the cities are making their layoffs prior to October 1st, in order to shift the cost of Unemployment Insurance to the Federal Government.
- 2) Legislation has been introduced in Sacramento to raise maximum weekly Unemployment Insurance benefits from \$104 to \$125, plus some kind of stipend for each additional dependent in a family.
- 3) With the mass layoffs across the State, there is a possibility that the unemployment rate will trigger the extension of benefits (a possible benefit extension of up to 52 weeks instead of the current 26 weeks). If an extension is granted, the City and State would bear the cost for 39 weeks and the Feds would absorb the cost for the period over 40 weeks.
- 4) In order to avoid unnecessary costs, it is important that all employees being laid off be fully informed and encouraged to immediately file for benefits. The reason for this is twofold. First, benefits cannot be paid retroactively. They can only be paid from the date of the claim forward. Secondly, the longer an employee delays filing, the greater will be the cost to the City. Reason: If an employee is terminated September 30th and files on September 30th, the City would have to bear only 25% of the cost of U.I. If he waits until the 1st of November to file





To: James Aldredge, Acting Chief Administrative Officer  
Subject: Additional Information on the Impact of Unemployment Insurance  
Page Two  
June 16, 1978

the claim, the City would have to pick up 50% of the cost of U.I.

- 5) Employees who are forced into retirement because their positions are deleted, or given some kind of incentive to retire early, will be entitled to draw Unemployment Insurance benefits.
- 6) The City will be responsible for their proportionate share of U. I. benefits for CETA employees, when the CETA employee is receiving a salary in excess of \$833 per month, or \$10,000. annually. This is a new twist and adds a burden that we had not planned on. The cost is very difficult to compute since every CETA employee's salary will have to be examined individually and a determination made of what proportion of wages are paid by the City and what proportion is paid by CETA. At any rate, you may wish to consider this aspect of the law when budgeting for U.I. costs.
- 7) Employees who have been notified of a layoff date but choose not to work out the remaining time are not entitled to Unemployment Insurance benefits. Therefore, the City may wish to stringently apply that Code Section applying to abandonment of jobs and terminate any employee who refuses to work out the full time available.
- 8) R. E. Harrington will need a list of all employees laid off, containing their last day of work and their Social Security number.

EAH:mm





CITY OF FRESNO

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JUL 25 1978

June 19, 1978

MEMORANDUM

UNIVERSITY OF CALIFORNIA

TO: James E. Aldredge  
Acting Chief Administrative Officer

FROM: Samuel S. McMurphy  
Assistant Chief Administrative Officer

SUBJECT: City Costs to Comply with State Mandates

Reference is made to your memorandum of June 16, 1978, subject as above, which requests a listing of City activities performed solely due to State legislative mandates. The State mandate which annually costs the City more than perhaps any other involves the sections of the Government Code mandating collective bargaining with employee organizations, and the ensuing series of court decisions emanating therefrom. Possibly the single most important thing the Legislature could do under Proposition 13 would be the repeal of the Meyers-Milias-Brown Act (Section 3500 et seq. of the Government Code).

1. Activity/Requirement.

Mandatory duty placed on local government to meet and confer with employee organizations over matters involving wages, hours, and working conditions.

2. Mandatory State Legislation.

Meyers-Milias-Brown Act of 1969, as amended.  
Section 3500 et seq. of the Government Code.

3. Description of Activities and Objective.

Requires extensive collective bargaining with employees. Providing employee organizations with substantial checks on management's ability to manage, when coupled with organized labor's substantial political clout, results in the provision of services in a much more inefficient and costly fashion than is necessary or desirable.

4. Estimated Annual City cost (1977-78) of performing the activity or complying with the law or regulation.

\$2,000,000 in increased salaries and benefits.  
\$ 100,000 in staffing and O & M - Labor Relations Division.

SSM:ks





CITY OF FRESNO

INSTITUTE OF GOVERNMENTAL  
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MEMORANDUM

JUL 25 1978

June 21, 1978

UNIVERSITY OF CALIFORNIA

TO: City Council  
FROM: *James E. Aldredge*  
James E. Aldredge, Acting Chief Administrative Officer  
SUBJECT: PROPOSED HUMAN RESOURCES COMMISSION

INTRODUCTION:

In response to the direction of the City Council, Chief Administrative Office staff has explored the feasibility of consolidating certain Committees, Commissions, and Boards involved in the area of human affairs. Staff has developed a proposal for Council consideration.

This proposal calls for the creation of a Human Resources Commission which would consolidate the various existing groups yet allow for continued focus and emphasis on the unique problems of the specific populations that they represent.

OTHER PRECEDENTS:

The recent passage of Proposition 13 places added emphasis on utilizing a framework which promotes consolidation and integration. It must be emphasized that a change in the framework does not mean a reduced commitment to the goal of addressing special human resource needs of the community. It simply means a change in the organizational structure to be used in meeting the goal. To characterize consolidation and integration as a reaction to Jarvis-Gann would be inaccurate. Proposition 13 merely provides added incentive to implement a process here that has already been put into action in many other cities, not only in California but also in other states.

In the State of California alone, over forty (40) local governments have organized human services departments since the early 1970's. Although some of these are county governments, many of them are cities such as Gardena, Westminster and Pasadena. Much of the trend towards cities involvement in human resources planning and integration is due to the efforts of the League of California Cities which has encouraged cities to develop a social element as part of their General Plan.

A number of California cities have Human Resources Commissions, including Los Angeles, Hayward, and Gardena. Local government entities in other states such as New Mexico, Illinois, and New York all utilize the structure of a Human Resources Commission.





ORGANIZATIONAL CONSIDERATIONS:

Prior to developing a structure for the Human Resources Commission (HRC) it is important to establish its purpose and essential functions. The following are tentative suggestions which will need to be reviewed and revised by the HRC if it is implemented.

The purpose of the HRC is as follows:

To address the human resource need of the residents of Fresno (City and/or County) through needs assessment and special problem identification and to identify and mobilize individuals, groups, agencies, and other resources necessary to impact those needs and problems.

The functions of the HRC can be divided into three (3) areas consisting of the following:

1. Policy development and planning.
2. Information and referral, advocacy, special group problem identification, community education, technical assistance, and revenue exploration.
3. Project development, resource coordination, and resource allocation.

ORGANIZATIONAL STRUCTURE:

It is proposed that the HRC consist of three (3) major committees, each responsible for one of the functional areas previously listed. Committee 'A' would be responsible for policy development and planning; Committee 'B' for information and referral, advocacy, special group problem identification, community education, technical assistance and revenue exploration; and Committee 'C' for project development, resource coordination, and resource allocation. (See illustration I.)

The proposed composition of the three (3) Committees is as follows:

Committee 'B': (Advocacy Committee)

Committee 'B' would consist of three (3) individuals representing the constituent populations addressed by the present independent commissions. There would be three (3) individuals representing each of the following groups:

1. Aged and aging
2. Women





MEMO: City Council  
Proposed Human Resources Commission  
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3. Youth
4. Handicapped
5. Employees (Affirmative Action)

It is proposed that one individual be appointed by the City Council, one by the Board of Supervisors, and one selected by the represented constituency.

NOTE: Under this proposal the three (3) representatives would act in a liaison capacity with all community groups interested in their specific area of concern. Present Commissions could remain intact as a strictly volunteer group or could be discontinued and become part of the broader represented constituency. In either case the present Joint Powers Agreements related to the Commission on Aging and the Commission on the Status of Women will need to be terminated or amended.

Committee 'C': (Resource Committee)

Committee 'C' would consist of representatives from the following groups (number to be determined):

1. FCPC Needs Assessment Sub-Committee
2. County Social Services Advisory Committee
3. United Way of Fresno

NOTE: The allocation of City resources for human services has been a function of the Fresno Citizen Participation Commission. Under this proposal, that function would be transferred from FCPC and incorporated into the structure and function of the HRC. FCPC would remain an entity separate from the HRC and would continue to function in the area of citizen review and comment on City policy and plans, as well as general needs assessment and problem identification on the neighborhood level.

Committee 'A': (Executive Committee)

Committee 'A' would be composed of all of the members of the other two (2) committees. This committee would function in the areas of policy development and planning in order to integrate and coordinate the activities and plans of all components of the HRC.

STAFFING:

Under this proposal, staffing for the HRC would be provided through the Neighborhood Services Division of the Housing and Community



MEMO: City Council  
Proposed Human Resources Commission  
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Page 4

Development Department. Because this Division is currently involved in administering the Community Centers as well as the Contracts of Revenue Sharing funded Social Service Programs, coordination of human resource activities would be greatly facilitated. Also staff members for existing Departmental operations of the City and/or County would be proposed as resource people for the Commission and its various functions.

#### IMPLEMENTATION:

Staff estimates that the HRC could be implemented by the beginning of October, 1978. Preliminary discussions have already taken place between CAO staff and Commission on Aging staff, Commission on the Status of Women staff, and FCPC staff.

The HRC proposal would need to be further reviewed by all involved parties, possibly with workshops scheduled to facilitate the transition process.

The question of whether the HRC should be a County only, City only, or Joint City-County Commission will need to be explored by both legislative bodies and their respective staffs.

#### CONCLUSION:

In conclusion, it is the opinion of CAO staff that the HRC concept is an idea whose time has come. It establishes a basic structure which can be adapted to additional areas of concern without greatly increasing costs. It is also clear to staff that the need for consolidation of the many Boards and Commissions operating on the physical side of the service delivery ledger is also upon us. The Housing and Community Development Commission, Housing Authority of the City of Fresno, Historic Preservation Commission and Housing and Appeals Board are examples of one set of entities which could be logically folded into one unit with attendant savings and efficiency resulting. We therefore request Council direction in this regard. It would be staff's intention to present to the Council alternative arrangements and structures for consideration with an eye toward increased productivity and reduced operating costs.





HUMAN RESOURCES COMMISSION  
ORGANIZATIONAL STRUCTURE

COMMITTEE A (Executive)

Function:

1. Policy Development
2. Resource Allocation

Composition:

All members of Committees  
B and C

COMMITTEE B (Advocacy)

Function:

1. Advocacy
2. Information and Referral
3. Special Group Problem Identification
4. Community Education
5. Technical Assistance
6. Revenue Exploration

Composition:

1. Aged and Aging
2. Women
3. Youth
4. Handicapped
5. Employees (Affirmative Action)

COMMITTEE C (Resource)

Function:

1. Project Development
2. Resource Coordination
3. Resource Allocation

Composition:

1. FCPC Needs Assessment Sub-Committee
2. Social Services Advisory Committee
3. United Way of Fresno





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CITY OF FRESNO


JUL 25 1978

MEMORANDUM

June 23, 1978

UNIVERSITY OF CALIFORNIA

TO: Mayor Daniel K. Whitehurst  
James E. Aldredge, Acting Chief Administrative Officer

FROM: Samuel S. McMurry   
Assistant Chief Administrative Officer

SUBJECT: City Reimbursement from State Surplus Funds

Senator Zenovich called at 1:30 p.m. today and stated he had just recieved the specific language of the Conference Committee bill. He confirmed that cities in California will receive \$250 million from the State surplus, which will be distributed to individual cities on the basis of the percentage of that city's loss of property tax revenues vs. the average of property tax loss revenues for California cities combined.

Additional provisions of the Conference Committee's report and recommendations are as follows:

1. Police and Fire Service are to receive first priority for restoration to 1977-78 service levels. In that context, cities are not precluded from effecting cost savings or economy measures which do not reduce the level of service provided beyond 1977-78 levels.
2. Cities will lose 1/3 of the surplus revenue if they retain contingency funds in excess of the 1977-78 levels. (Both Senator Zenovich and I had difficulty understanding what that provision means, and he indicated he would seek clarification.)
3. The Senator confirmed that no State funds will be distributed to cities which provide cost-of-living increases in 1978-79 to their employees in excess of such increases provided to State employees. The Senator specifically noted that the question of State employees' salaries was not yet settled, and that there remains a strong prospect that the Legislature will restore some kind of increase for State employees. The above limitations do not apply to merit increases, transfers, or promotions, but do apply to promotion to new positions or classes created for the purpose of circumventing the intent of the Legislature in distributing the surplus funds.



4. The Conference Committee further recommends that all contracts between local agencies and employee organizations are rendered null and void, and that any such contracts are automatically opened for renegotiation when the Governor signs the Conference Committee legislation. Further, all provisions of City and County charters which provide mandatory increases for employees under formulae, tie-ins with union rates, and the like, are suspended. Such action will be taken under the police power provisions of the Governor set forth in the State Constitution. Senator Zenovich indicates that Governor Brown will announce that he is taking these actions under the Constitution in a news conference this evening.
5. No printout has yet been received allocating specific amounts of the surplus to cities or counties. A printout has been done for schools, and the Senator believes that a printout for cities and counties will be forthcoming late this evening or this weekend.

SSM:ks





INSTITUTE OF GOVERNMENTAL

JUL 25 1978

CITY OF FRESNO

MEMORANDUM

UNIVERSITY OF CALIFORNIA

June 26, 1978

TO: James E. Aldredge  
Acting Chief Administrative Officer

FROM: Samuel S. McMurry  
Assistant Chief Administrative Officer

SUBJECT: SB 154: Fiscal Relief Act

Attached is a copy of SB 154, the Senate/Assembly Conference Committee Bill which provides \$5 billion to Schools, Counties, Special Districts, and Cities. It is this Bill that Governor Brown signed into law on Friday, June 23, 1978.

While staff has had limited time to review the Bill and its implications for Fresno, several portions are pertinent:

1. Sec.15 (page 24) Distribution of funds to local agencies.  
This section appropriates \$250,000,000 for distribution to Cities, according to a complex formula; which appears to work as follows:

(A)	(B)	(C)	(D)
(City of Fresno )	(Total Property )		
(Property Tax )	÷ (Tax Loss-all Cities)		
(Loss under Prop. 13)	(under Prop. 13 )	= %	x 250,000,000 =

(E)

(Amount of Relief)

(Received by the )

(City of Fresno )

Using a set of assumptions which have yet to be validated, the above formula could provide the City with the following one-time relief:

(A)	(B)	(C)	(D)	(E)
12,000,000 ÷	731,000,000 =	.0165	x	250,000,000 = \$4,125,000

The relief funds will be received by the City according to the following schedule:

10% on August 31, 1978  
45% on December 10, 1978  
45% on April, 1978 (sic) - (must be April 10, 1979)





2. Chapter 4 (page 40) Cost of Living Increases. This section provides, in pertinent part, that "Any contract between a local public agency and an employee organization which provides a cost of living increase to local public agency employees in excess of such increase provided for State employees is null and void, and such contract is hereby declared to be reopened and subject to new negotiation." (emphasis added)

"This section shall not preclude regular merit increases, promotions or transfers, but shall preclude the transfer of employees to new positions created with higher pay schedules for the purpose of circumventing this chapter."

Going on, the legislation provides that this is an emergency measure of State wide concern, and "shall apply to Charter Counties, and Charter Cities. The provisions of this chapter shall supersede any inconsistent provisions in the Charter of any County or City."

In essence, this chapter brings into serious question the enforceability of the Memoranda of Understanding with AFSCME, FCEA, Police, Fire, IBEW, and Airport Security/Park Patrol Units for 1978-79. In addition, it would appear to invalidate the provisions of Charter Section 809, which provides for prevailing rates for Crafts and Trades employees, and the "8 City Average" for Police and Fire.

3. SB 154 also sets forth reports and deadlines required of the City, places limitations on the amount of "reserves" which the City can maintain, and specifies in Subsection G of Section 16250 (pages 26-27) ... "(g) Funds distributed under this section shall be distributed first for police and fire programs in order not to jeopardize the health and safety of the community. The legislative body shall ensure that the level of police and fire protection programs actually provided in the 1977-78 fiscal year shall be continued in the 1978-79 fiscal year."

"Nothing in this section shall prevent the legislative body from reviewing and establishing its police and fire protection program in the 78-79 fiscal year in a manner which will make such program more efficient and effective."

It is hoped this report will give the Council a sense of the important provisions of SB 154. It is essential that the Attorney scrutinize SB 154 and provide the Council with the interpretations upon which you can take concrete action.

SSM:ks



78 04233  
CITY OF FRESNO

MEMORANDUM

TO: James E. Aldredge  
Acting Chief Administrative Officer

FROM: Maren Rinne  
Director of Personnel

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June 28, 1978  
JUL 25 1978

UNIVERSITY OF CALIFORNIA

SUBJECT: Advantages of September 30, Effective Date for Lay-offs

Benefits will accrue in several critical areas if September 30, 1978, is established as the effective date for personnel reductions:

1. The additional time permits the employees who will be laid-off time to seek other employment and to make the necessary adjustments for their personal plans and obligations.
2. Operating departments will be able to make orderly adjustments in organization and service delivery systems. Revised schedules and assignments can be planned and implemented with minimum disruption to public services.
3. The three-month period can be used to great advantage to facilitate transfer of employees subject to lay-off to vacant positions for which they may be qualified. Once these employees are laid off their reinstatement rights are limited to positions in the class from which lay-off occurred. An opportunity to use the provisions for transfer could result in continued employment for a number of people albeit in different but necessary capacities.
4. Time will be required for the systematic interpretation and administration of the lay-off procedure established by the Municipal Code. Thirty years of personnel records must be researched to determine seniority, status, bumping rights and order of placement on reinstatement lists. Disputed dates and claims of employees should be resolved before the actual lay-offs occur.
5. A large number of CETA sustainment and project employees will be affected by lay-off of City employees. If the lay-offs are effective September 30, 1978, CETA positions and participants may be relocated into unaffected functions and activities. Further, the new CETA program year commences October 1, and the City's revised program would be planned and implemented to conform to the anticipated Federal regulations with a minimum disruption to City departments and CETA participants.

The action of the Governor and the State Legislature in distributing \$5 Billion for the orderly transition to the levels of service mandated under Jarvis-Gann will enable the City to continue the employment of affected employees until September 30 using one-time funds which will not reduce funds needed to maintain essential services or personnel, e.g. no regular employees required on a continuing basis will have to be laid off in order to retain the existing work force until October 1, 1978.

MR:hc





CITY OF FRESNO

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JUL 25 1978

Agent Item No. \_\_\_\_\_

Council Meeting \_\_\_\_\_

Dept. File No. 291

MEMORANDUM

UNIVERSITY OF CALIFORNIA

General Administration

TO: James E. Aldredge  
Acting Chief Administrative OfficerFROM: Charles Figg, Director  
Housing and Community Development Department

SUBJECT: REQUEST FOR SIXTY DAY EXTENSION OF SOCIAL SERVICES CONTRACTS

On June 26, 1978, Council allocated \$150,000 for agencies providing social services. In relationship to this allocation, Council instructed staff to prepare a recommended list of agencies with the level of funding considered necessary for continuing the operations for the 1978-79 fiscal year.

This is to bring it to Council's attention that there is a problem in making firm recommendations at this time. The problem is that of 14 agencies recommended for continued funding by Fresno Citizen Participation Commission, 8 are funded jointly with City, County and United Way funds, and 3 are funded jointly by City and County. As the Council is aware, the Fresno County Board of Supervisors has granted a temporary extension to Social Service projects of 60 days with final decisions to be made in August, 1978. In specific relationship to 11 projects jointly funded with the County, it is impossible to determine the City's level of participation as some of these may not even exist beyond August, 1978, if the County were to change its funding policy.

In reference to projects not funded jointly with the County, it does not appear prudent to make final allocations until the County's funding decisions are known, as those decisions will have a great deal of influence on recommendations we make to the Council.

Should our request be acceptable to the Council, the existing agreements with the following agencies will be extended for two months by amendment. Each agencies will receive a two-month allocation based on absolute needs as made known to us but not to exceed the prorated monthly amount based on the 1977-78 agreements.

<u>DELEGATE AGENCY</u>	<u>1977-78 PRORATED ALLOCATION FOR TWO MONTHS</u>	<u>TWO MONTH AGENCY REQUESTED ALLOCATION</u>
Big Brothers/Big Sisters	\$ 4,166	\$ 2,900
C.A.P.H.	650	650
Centro La Familia	2,834	2,581
El Concilio	1,464	1,460
Firehouse	884	700
Foster Grandparents	1,666	1,600
Learning Center	4,500	4,500
Friendship Center for the Blind	2,666	2,470
Help in Emotional Trouble	1,334	1,200
Light Line Mission	2,766	1,616
Social Advocates for Youth	1,666	1,500
Valley Social Services	666	666
Volunteer Bureau	1,200	-0-
UPKEEP	<u>2,000</u>	<u>1,568</u>
TOTAL REQUIRED FOR TWO-MONTH FUNDING	\$28,462	\$23,411



James E. Aldredge  
Page 2  
6/28/78

The Senior Community Aides Project, now shown on this list, has been previously funded and an agreement is in the development process for \$14,897 as approved.

RECOMMENDATION:

It is recommended that the Council authorize the Housing and Community Development Department Director to:

1. Amend the existing agreements with the above listed agencies, extending the project completion periods to August 31, 1978;
2. Amend the existing agreements granting additional sums shown above to cover necessary expenses for a period of two months; and
3. Execute the amendments to the agreements on behalf of the City of Fresno.

CF:PAP:slo  
6/28/78





AMENDMENT TO THE AGREEMENT

This is an amendment to the agreement entered into between the CITY OF FRESNO and \_\_\_\_\_ on the \_\_\_\_\_ day of \_\_\_\_\_, 1977, with agreed upon completion date of \_\_\_\_\_.

Both parties do hereby mutually agree to the following amendments:

1. The completion date of said agreement is hereby extended to August 31, 1978.
2. A sum of \$\_\_\_\_\_ has been granted to the agency for continuation of \_\_\_\_\_ project until August 31, 1978. This sum is in addition to that sum paid for services rendered under the original agreement as noted therein.
3. This amendment does not amend any other provision of the said agreement.
4. Execution of this amendment by the City shall not be construed to imply any promise, commitment or obligation on the part of the City of Fresno or the agency to continue the project beyond August 31, 1978.
5. This amendment to the agreement was executed by parties on \_\_\_\_\_, 1978.

ATTEST:

\_\_\_\_\_  
CITY CLERK

\_\_\_\_\_  
AGENCY

APPROVED AS TO FORM:

CITY OF FRESNO

\_\_\_\_\_  
CITY ATTORNEY

\_\_\_\_\_  
HOUSING AND COMMUNITY DEVELOPMENT  
DEPARTMENT DIRECTOR

/slo  
6/28/78



INSTITUTE OF GOVERNMENTAL  
STUDIES

JUL 25 1978

MEMORANDUM

UNIVERSITY OF CALIFORNIA

June 29, 1978

TO: CITY COUNCIL  
FROM: JAMES E. ALDREDGE, ACTING CHIEF ADMINISTRATIVE OFFICER  
SUBJECT: VEHICLE REIMBURSEMENT (A.M. 12-1, Revised 4/27/73)

At my direction, the General Services Department is currently reviewing City vehicle use policy in line with mandated budget reductions. One objective of a new policy will be to encourage increased voluntary use of personal vehicles by management employees for local meeting attendance, field inspections, and other non-hazardous field duties. City pool vehicles will be available for out of town trips and other vehicle requirements.

The employee reimbursement allowance was last adjusted to 15¢ for the first 150 miles and 12¢ per mile thereafter in the Spring of 1973. Since that time, vehicle operating costs have increased considerably. Fuel has increased over 20¢ per gallon. Insurance, parts, and repair labor have increased well over 30%.

Other governmental agencies have already adjusted their allowance rates to reflect such increases. The County of Fresno presently reimburses employees at 18.5¢ per mile; the State allows 20¢ per mile if a pool car is not available; Federal employees receive 17¢ per mile if no pool car is available, and the IRS currently allows 17¢ per mile as a business deduction. Other cities such as San Jose, Stockton, and Bakersfield also allow the 18¢ per mile rate.

In order to bring City reimbursement in line with prevailing practice, I am immediately revising Section 2-C of A. M. 12-1 (Revised) to increase the reimbursement allowance for employee use of his/her private vehicle to 18¢ per mile for City required travel.

/

20¢ APPROVED BY CITY COUNCIL 6/29/78.





INSTITUTE OF GOVERNMENTAL  
STUDIES

CITY OF FRESNO

MEMORANDUM

JUL 25 1978

July 11, 1978

UNIVERSITY OF CALIFORNIA

TO: ALL DEPARTMENT HEADS, DIVISION HEADS & EMPLOYEES  
FROM: *James E. Aldredge*  
JAMES E. ALDREDGE  
ACTING CHIEF ADMINISTRATIVE OFFICER  
SUBJECT: REDUCTION IN FORCE

On Thursday, June 29, 1978, the City Council adopted the 1978-79 Budget, which deleted a net of approximately 190 positions from the workforce. Of these, 138 are filled positions. The attached list shows which positions are being deleted, by Department and class. Over the next three months employees in these positions will be laid off.

Employees in these and other classes will be affected due to seniority rights and the ability of senior employees to "bump" more junior employees. Currently, we are determining exactly which employees will be affected, their reinstatement and bumping rights, and where possibilities for transfer may exist.

Each employee affected will receive at least three weeks' notice of the action.

For those who will be affected, placement services, referrals, and other assistance programs are being developed by the Department of Personnel. Information on these programs will be distributed as quickly as possible.

The impact of these layoffs on CETA programs and employees has not yet been fully resolved. Any CETA employees who are affected will receive the same notice of action and assistance in job placement as other City employees.

Even though I can't thank each of you personally, I would like to express the City's appreciation, both for the effort already given, and for that left to come. This will be a difficult time for all of us, and we can minimize that difficulty by continuing to work together and accomplishing this task as we have all others.

JEA:jl

Attachment



POSITION REDUCTIONS FROM 11 /78 AUTHORIZED LEVELS

GENERAL FUND

Classifications By Department	Number	Filled	Vacant
1110 CITY COUNCIL No Salary or Wage Reductions			
1210 CITY CLERK			
Wages:			
Typist-Clerk (A12)	.3		.3
Subtotal	.3	0	.3
Salaried	0	0	0
Wages	.3	0	.3
1310 CITY ATTORNEY			
Salaried:			
Assistant City Attorney (L17)	1		1
*Deputy City Attorney II (L12)	1		1
Legal Secretary (A72)	1	1	
Subtotal	3.0	1.0	2.0
Salaried	3.0	1.0	2.0
Wages	0	0	0
*Reallocated to Deputy I			
1400 PERSONNEL			
Salaried:			
Chief Personnel Analyst (E14)	1	1	
Senior Personnel Analyst (E13)	1	1	
Steno-Secretary (A54)	1		1
Wages:			
Student Aide III (Y13)	.6		.6
Typist-Clerk (A12)	.6		.6
Subtotal	4.2	2.0	2.2
Salaried	3.0	2.0	1.0
Wages	1.2	0	1.2
1500 PLANNING & INSPECTION			
Salaried:			
Supervising Planner (K36)	1	1	
Planner II (K32)	1	1	
Wages:			
*Structural Engineer III (I73)	1		1
*Mechanical Engineer II (I52)	1		1
Associate Electrical Safety Consultant I (J65)	.1		.1
*Planner II (K32)	1	1	
Environmental & Safety Technician (J40)	.5		.5
Plumbing & Mechanical Technician (J50)	.5		.5
Electrical Safety Technician (J60)	.1		.1
*Engineering Technician II (H32)	1	1	
*Planner I (K12)	1	1	
*Typist-Clerk (A12)	1	1	
Student Aide I (Y11)	1	1	
Subtotal	10.2	7.0	3.2
Salaried	2.0	2.0	0
Wages	8.2	5.0	3.2

\*Positions converted to full-time salaried starting 10-1-78.





Classifications By Department	Number	Filled	Vacant
1600 FINANCE			
<u>Salaried:</u>			
*Computer Programmer II (B63)	1		1
Accountant-Auditor (C32)	2	1	1
Computer Operator (B55)	1	1	
Steno-Secretary (A54)	1	1	
<u>Wages:</u>			
Computer Programmer II (B63)	.8		.8
Senior Account Clerk (C13)	.3		.3
**Dog License Investigator (Y65)	1.5	1.5	
Student Aide I (Y11)	.5		.5
Subtotal	8.1	4.5	3.6
Salaried	5.0	3.0	2.0
Wages	3.1	1.5	1.6

\*Computer Programmer II, one (1) reallocated to Computer Programmer I.

\*\*Positions converted to 2.0 Salaried.

2000 CHIEF ADMINISTRATIVE OFFICE			
<u>Salaried:</u>			
Administrative Deputy III (E83)	1		1
Administrative Analyst (E72)	1		1
Administrative Deputy I (E81)	.75	.75	
Community Development Coordinator (E55)	1	1	
Administrative Assistant (E43)	4	3	1
Junior Administrative Assistant (E41)	1		1
Program Aide (E51)	1		1
Steno-Secretary (A54)	1	1	
Stenographer (A52)	.5	.5	
Custodian (V11)	1	1	
<u>Wages:</u>			
Student Aide III (Y13)	.5		.5
Subtotal	12.3	6.80	5.5
Salaried	11.80	6.80	5.0
Wages	.5	0.0	.5

2100 HOUSING & COMMUNITY DEVELOPMENT			
<u>Salaried:</u>			
Community Services Manager (E52)	1	1	
Rehabilitation Specialist II (J02)	4	4	
*Relocation Manager (J88)	1	1	
**Senior Relocation Specialist (J85)	2	2	
***Relocation Specialist II (J82)	6	6	
Steno-Secretary (A54)	1		1
<u>Wages:</u>			
Student Aide II (Y12)	.4		.4
Subtotal	15.4	14.0	1.4
Salaried	15.0	14.0	1.0
Wages	.4	0.0	.4

\*Position reclassified to Relocation Specialist III.

\*\*Positions reclassified to Relocation Specialist II.

\*\*\*One (1) position reclassified to Relocation Specialist I and five (5) positions deleted.

2500 FIRE			
<u>Salaried:</u>			
Fire Fighter Specialist (N92)	5	5	
Junior Typist-Clerk (A11)	1	1	
<u>Wages:</u>			
Student Aide II (Y12)	.6	.6	
Subtotal	6.6	6.6	0.0
Salaried	6.0	6.0	0.0
Wages	.6	.6	0.0

2810 TRANSPORTATION  
No Salary or Wage Reductions



Classifications  
By Department

Number

Filled

Vacant

3000 PARKS & RECREATION

Salaries:

Parks Planning Coordinator (P93)	1		1
Recreation Supervisor (R82)	3		3
*Parks Maintenance Foreman (P18)	5	5	
Park Ranger (M31)	1	1	
Camp Caretaker-Carpenter (P75)	1	1	
Irrigation Specialist (P13)	2		2
Tree Trimmer (P53)	1	1	
Parks Maintenance Worker II (P14)	5	5	
Light Equipment Operator (T31)	1	1	

Wages:

Stone Mason Foreman (T99)	.2	.2	
Concrete Finisher (T93)	.1	.1	
Stone Mason (T98)	.1	.1	
Hod Carrier (T96)	.1	.1	
Junior Administrative Assistant (E41)	1	1	
**Recreation Specialist (Y45)	4.4	4.4	
Parks Maintenance Worker I (P11)	3.1		3.1
Recreation Leader (Y41)	20	20	
Junior Recreation Leader (Y40)	.2	.2	
***Umpire (Y47)	6.9	6.9	
Subtotal	56.1	47.0	9.1
Salaried	20.0	14.0	6.0
Wages	36.1	33.0	3.1

\*To be reclassified to Parks Maintenance Leadman.

\*\*One (1) position reallocated to Stagehand salaried position.

\*\*\*Reclassified to Sports Officials-Wages.

4000 PUBLIC WORKS

Salaried:

Concrete Finisher (T93)	1	1	
Civil Engineer IV (H54)	1	1	
Office Engineer (H73)	1	1	
Chief Engineering Inspector (J97)	1	1	
Civil Engineer II (M52)	4	1	3
Solid Waste Management Supervisor (W16)	1		1
Engineering Technician III (H33)	1	1	
Heavy Equipment Operator Leadman (T36)	1	1	
Construction Equipment Operator (T42)	1		1
Heavy Equipment Operator Street Sweeper (T35)	5	3	2
Street Maintenance Leadman (T53)	2	2	
Maintenance & Construction Man (T14)	4	4	
Laborer (T11)	3	3	
Senior Account Clerk (C13)	1	1	
Street Maintenance Foreman (T54)	1		1
Engineering Technician II (N32)	1		1

Wages:

Engineering Inspector II (J93)	3		3
Junior Administrative Assistant (E41)	.5		.5
Laborer (T11)	1.3		1.3
Student Aide III (Y13)	.8	.5	.3
Typist -Clerk (A12)	.5		.5
Student Aide II (Y12)	.5		.5
Student Aide I (Y11)	.6		.6
Subtotal	36.2	20.5	15.7
Salaried	29.0	20.0	9.0
Wages	7.2	0.5	6.7





Classification By Department	Number	Filled	Vacant
5010 GENERAL SERVICES			
<u>Salaried:</u>			
Public Works Operations			
Manager (I92)	<u>1</u>	<u>          </u>	<u>1</u>
Subtotal	1.0	0	1.0
Salaried	1.0	0	1.0
Wages	0	0	0
6000 POLICE			
<u>Salaried:</u>			
Captain (M75)	1		1
Sergeant (M73)	6		6
Specialist (M72)	7		7
Cadet (M51)	10	9	1
Senior Typist-Clerk (A13)	5	5	
Typist -Clerk (A12)	1	1	
<u>Wages:</u>			
Cadet (M51)	.2		.2
School Crossing Guard (Y61)	<u>26</u>	<u>26</u>	<u>          </u>
Subtotal	56.2	41.0	15.2
Salaried	30.0	15.0	15.0
Wages	26.2	26.0	0.2
TOTAL	209.6	150.4	59.2
SALARIED	125.8	83.8	42.0
WAGES	83.8	66.6	17.2



I N T R A G O V E R N M E N T A L

Classifications By Divisions	Number	Filled	Vacant
5030 FLEET MANAGEMENT No Salary or Wage Reductions			
5040 ELECTRONICS & COMMUNICATIONS <u>Salaried:</u>			
Electrician (U43)	<u>1</u>	<u>1</u>	<u>          </u>
Subtotal	1.0	1.0	
Salaried	1.0	1.0	
Wages	0.0	0.0	
5050 PROPERTY MAINTENANCE <u>Salaried:</u>			
Painter (T94)	1	1	
Property Maintenance Foreman (V18)	1	1	
Building Maintenance Man (V13)	1	1	
<u>Wages:</u>			
Student Aide II (Y12)	<u>1</u>	<u>          </u>	<u>1</u>
Subtotal	4.0	3.0	1.0
Salaried	3.0	3.0	0.0
Wages	1.0	0.0	1.0
5060 CENTRAL SERVICES No Salary or Wage Reductions			
5080 CENTRAL WAREHOUSE No Salary or Wage Reductions			
TOTAL	5.0	4.0	1.0
SALARIED	4.0	4.0	0.0
WAGES	1.0	0.0	1.0



A G E N C Y   G R A N T   F U N D E D

Classification By Department	Number	Filled	Vacant
2093 SELF-HELP IMPROVEMENT No Salary or Wage Reductions			
2094 COMMUNITY CONSERVATION CORPS			
<u>Salaried:</u>			
Administrative Assistant (E43)	1		1
Community Services Manager (E52)	1	1	
*Laborer (T11)	2		2
	<hr/>	<hr/>	<hr/>
Subtotal	4.0	1.0	3.0
Salaried	4.0	1.0	3.0
Wages	0.0	0.0	0.0
*1.0 position reclassified to 1.0 Light Equipment Operator position and 1.0 position deleted.			
2095 SOCIAL SERVICES			
<u>Wages:</u>			
*Community Service Center			
Aide (Z03)	2.3	2.3	
	<hr/>	<hr/>	<hr/>
Subtotal	2.3	2.3	
Salaried	0.0	0.0	
Wages	2.3	2.3	
*Positions converted to 3.0 full-time salaried positions.			
TOTAL	<hr/> 6.3	<hr/> 3.3	<hr/> 3.0
SALARIED	4.0	1.0	3.0
WAGES	2.3	2.3	0.0



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